



May 9, 2014

## Weekly Report

# A Highlight of Departmental Activities

*The Weekly Report showcases the activities and accomplishments of the many Departments within Rutherford County Government. Click on the directory list, department headings, icons and text in blue to be linked to more information.*

### What's Inside

[Airport](#)

[Board of Elections](#)

[Building Inspections](#)

[Clerk to the Board](#)

[Cooperative Extension](#)

[County Manager](#)

[Economic Development](#)

[Finance](#)

[Fire Marshal/Emergency Management](#)

[Human Resources](#)

[Information Technology](#)

[Library](#)

[Public Works and Planning](#)

[Register of Deeds](#)

[Revenue](#)

[Senior Center](#)

[Social Services](#)

[Soil and Water](#)

[Solid Waste](#)

[Tourism Development Authority](#)

[Transportation Services \(EMS/Transit\)](#)

[Veteran Services](#)

[Special Announcements and Events](#)

### [Airport](#)

The Airport sold 354 gallons of 100-LL fuel and 899 gallons of Jet A. Pre-paid customer fuel sales totaled 1539 gallons. Cash sales totaled \$459.36.

### [Board of Elections](#)

The Board of Election's Primary Election went very well with the exception of the slow reporting on Election Night due to the State system problems. Thank you to all of the IT staff and county employees who worked so hard that night to calm the attendees and to find a resourceful way to get the numbers out as quickly as possible. Since Tuesday, staff have been sorting through the supplies and paperwork from the election, processing provisional ballots, uploading and balancing voter history and getting ready for the sample count on Monday.

### [Building Inspections](#)

The Building Inspections Department has issued 68 permits totaling \$10,544 in fees. Included in these permits are 5 new house starts. Inspectors have also conducted 326 inspections. The Director has attended various meetings and has been working with the Public Works & Planning Director on the relocation plan for several departments for the upcoming budget request. Plans have been approved for the Trelleborg Corporate relocation to Railroad Ave. The permit should be ready for issuance in the coming week after approval from the Town of Rutherfordton Fire Inspector.

### [Clerk to the Board](#)

The County Office Building had a lot going on during the week. A County Commissioners' Meeting was held on Monday night. Voting in the primary election occurred on Tuesday and returns were posted on Tuesday night. A blood drive was held on Wednesday. On Friday, Duke Energy advised that power would be turned off to the building to change a power pole so offices had to close at 10:00 AM.

Chairman Eckler and County Manager Carl Classen attended the Chairman/Mayors/Managers' meeting with mayors and managers from municipalities at Palermo on Wednesday.

The Public Information Clerk began the week with the finalization of the FY2014-15 Budget Message. In the following days, draft signage for the Solid Waste Department's main and satellite sites and the Thermal Belt Rail-Trail was presented, revised and reviewed by respective department heads and staff. Additionally, design options for a potential, new recycling initiative were presented to the Solid Waste Director and Code Enforcement Officer. New public records requests were received and processed. Two press releases and three eMedia messages were pushed out as well.

### **Cooperative Extension**

The Family and Consumer Sciences staff met with the NC Pre-K site selection committee; attended Partnership for Children Executive Board; taught Steps to Health 2nd grade nutrition at Ellenboro School; attended Community Health Council meeting, taught Latino Better Food Better Health at Carver Center.

The 4-H Youth Development staff are starting 4-H Embryology in the second grade classrooms. Classrooms at five different schools will be hatching their own chicken eggs to learn about the life cycle. Fifteen 4-H members competed with their presentations at 4-H District Activity Day on May 3. Eleven youth received Gold, Silver, or Bronze medals. Two were in Cloverbud, a non-competitive age group. Topics for competition included Egg Cookery, Rabbit Showmanship, Movie Making, Making Scarves, and Winter Blooming Flowers. Four members participated in the West District 4-H Horse Show at the WNC Ag Center on Sunday, May 4. The riders did very well and some of them plan to advance to the 4-H State Horse Show in Raleigh. 4-H Leaders met with the 4-H agent to plan upcoming 4-H programs and fundraising.

The Agriculture staff moved into Week Nine of the EMGV Intern Training Program and focused on Landscape Design. Staff are also working with EMGV's in finalizing the Community Garden for the public. Press materials will go out next week. Staff also attended the High Tunnel Workshop and networked with Dr. Sanjun Gu and Grace Summers with NC A&T State University, Mike Sigmon, NRCS District Conservationist and Albert Moore, Grazing Specialist-DNER with programming for local producers. Staff continues to work on the design Charette for development of the feasibility study for the WNC AgriVentures Grant Award. Planning for ARC Liveable Communities Grant Award is continuing as well as meetings with Brenda Watson, Farmers Market Manager. and vendors at Farmers Market. A total of 68 contacts were made.

### **County Manager**

The County Manager had an incredibly busy week, starting with the finalization of the FY2014-15 Budget Message and the monthly meeting of the Board of Commissioners on Monday. He held his weekly meetings with the department heads of Solid Waste, Planning and Public Works, Economic Development and with the County Attorney. The County Manager visited the Farmers Market at its new location in Forest City, met with IT staff regarding the VOIP system, attended the quarterly Mayors/Managers meeting with Board of Commissioners Chairman Eckler and attended a budget meeting with school staff. He wrapped up the week on Friday by meeting with the Building Inspections department head and attending the monthly County Managers meeting in Asheville.

## **Economic Development**

The Economic Development Executive Director met with the County Manager for the weekly review; attended the Board of Commissioners meeting; conducted the monthly staff meeting; worked with staff to prepare a marketing package for an industrial prospect visit; completed review of grant award documentation and submitted for final execution; submitted an RFI response to AdvantageWest; hosted an industrial prospect site visit; and attended a marketing meeting.

The Project Administrator attended the EDC Staff Meeting; networked with existing industry via visits, phone calls and email; met with Duke-Energy Trade Ally Outreach Representative to review Smart Saver Incentive Program and received a list of incentives that are offered to commercial customers; shared some leads with him for both new and existing companies; visited with an existing industry and ICC Applied Sciences Dean to hear of possible training needs; visited with an existing industry and Workforce Development Representatives to share programs of assistance for recruitment and hiring; met with company owner to get signatures for Building Reuse Grant documents; conducted an existing industry visit and shared a number of programs of assistance; and arranged a conference call to discuss potential project details.

The Economic Development Assistant attended the month staff meeting; completed the monthly building permits reporting; prepared a marketing package for an industrial prospect visit; prepared an RFI response to AdvantageWest; completed the monthly safety reporting; and was in contact with IDPC with regards to an upcoming reporting deadline for close out of an existing industry's incentive package.

## **Finance**

The Finance Officer and Assistant Director attended the Commissioners' Meeting on Monday night. The Assistant Director attended the County/Town Manager's meeting on Thursday. The Director and Assistant Director met with school officials to discuss funding requests for the upcoming fiscal year. The Finance Office has processed accounts payable for the week and has begun processing payroll for next week.

## **Fire Marshal/Emergency Management**

The Fire Marshal/Emergency Management Director conducted one fire origin and cause investigation, conducted follow-ups on fire investigations, submitted request to NC Highway Patrol for identification numbers for 800Mhz radios, completed two additional Emergency Management Performance Grant activities, participated in a webinar on mass emergency notification and attended various meetings and training.

## **Human Resources**

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. The Director attended the regularly scheduled County Commissioner's meeting on Monday. The HR Assistant held the monthly orientation for new hires. Also, the Director met with Terry Baynard, EMS, Paula Roach, Finance Director, and with Danny Searcy, Planning Department. The Director along with other staff worked at the County Office Building for Election night returns. Current job openings posted are part time TDA Welcome Center, part time LPN for Detention Center, Paralegal for the Revenue Department, and Food Service Assistant for the Senior Center. View the County [website](#) to apply. The HR Department hosted the annual blood drive on Wednesday, May 7<sup>th</sup>. Thank you to everyone who participated. Our goal was 49. 52 were present and 50 were able to give. What a great turn out!! A big thank you to the American Red Cross for all their efforts and to County employees for answering the call.

## Information Technology

The IT Department has closed out 87 work orders this week and had a meeting about the future VoIP system/ Network needs with the County Manager. Staff had weekly call updates on the new tax software and VoIP with vendors and are getting the training room set up in the Revenue department with an electric screen and projector and six workstations. IT still has the training room at the Rutherford Center with six workstations, projector, and screen. Budget meetings are moving along and IT and VoIP needs have been requested in next year's budget.

## Library

For the month of April the County's libraries reported the following statistics:

### **Patronage:**

7,832 patron visits  
108 new registrations  
261 attending children's programs  
  
2,739 copies and forms  
3,027 reference questions and phone calls  
207 patrons needing assistance with computers

### **Items Checked Out:**

11,011 books  
823 books on CDs  
4,888 DVDs  
958 magazines and newspapers

### **Wireless Usage:** 1,167

### **Items Added to the Collection:** 352

### **Item Deleted from the Collection:** 459

### **Electronics Resources:**

861 E & audio books downloaded  
112 music downloads  
19 African American Heritage searches  
0 Rocket Languages used

From May 10, 2014 to May 24, 2014 the Rutherford County Library will be conducting an online survey to find out how our patrons use the library's computers and Internet connection and how this service has made a positive impact on their lives. This information will help the library improve its technology services and communicate the value of providing free access to computers and the Internet within the community. The Impact Survey is anonymous, available in English and Spanish, and takes 10-15 minutes to complete.

The Impact Survey is the result of a successful research initiative from the University of Washington with support from the Bill & Melinda Gates Foundation. In 2009, the University of Washington Information School conducted [Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries](#), which was the first large-scale investigation of the ways U.S. library patrons use computers and the Internet at public libraries, why they use it, and how it impacts their lives. The study was instrumental in providing evidence that access to the Internet at U.S. public libraries has a profound and measurable impact on individuals and communities.

The Impact Survey is coordinated by the University of Washington Information School. For more information about the Impact Survey, inquire at the library information desk or visit <http://impactsurvey.org>

You can support the library by accessing the web survey from the library computers or from the library website [www.rutherfordcountylibrary.org](http://www.rutherfordcountylibrary.org) between May 10<sup>th</sup> and May 24<sup>th</sup>.

## Public Works and Planning

The Public Works and Planning Department Garage had 13 preventative maintenance service calls, 17 repairs, 6 tire service calls and 13 other repairs/inspections. Maintenance completed 42 work orders, repairs and grounds keeping of all County facilities. The Project Manager and Director have accomplished multiple on site inspections over the past week including Queens Gap, Greyrock, Daniel Morgan Water District expansion at Hines Rd and MidAtlantic Rd., paddle trail access, Ruth School and the Farmer's market as the plumbing is completed this week. In addition we met with EMS Staff and Library Board members and the architect to discuss the Southern EMS and Haynes Library along with a site inspection of the Hickory Nut Gorge EMS/ Mountains Branch Library. The first Community Grant reimbursement has been paid to Gilkey School Community Center who is doing a wonderful job in the Gilkey community. The County received the preliminary archeology report on the Gilbertown Town property. This report has been shared with the County historian and will be discussed with the Manager and will likely be on the June agenda for acceptance. The Director had several meetings with the Finance Officer, the County Attorney, Asst. Finance Officer, the Chief Building Inspector and the Elections Director. The County received a 2014 Ford Fusion for DSS, locally purchased, from Sisk Family Ford who outbid the State Contract. Meanwhile, there are two SUV's ordered from Raleigh, for which local bidding was not successful in outbidding.

### Greyrock:

The pavers are finishing paving Projects 7, 3B, part of 8 & all of 9. Project 10 clearing is completed and grading is underway. We are still working on the waste area for Project 11. I have provided the county attorney with the location of the waste area and a sample easement. The contractor hopes to begin shortly.

### Queens Gap:

Project 1 is continuing to move forward. Both large culverts have been installed. Project is about 70% complete. Project 3 will be awarded at the commissioner's meeting in May.

## Register of Deeds

The Register of Deeds Department made two copies resulting in cash receipts of \$5.00, processed 187 real estate records with \$12,696.00 received in cash, and processed 76 vitals, receiving \$1,210.00. A total of 265 transactions were made with a total of \$13,911.00 in cash received.

## Revenue

The Revenue Department answered 575 phone calls, and assisted 223 citizens who came in to the office (3 being PUV). 53 deeds were recorded and 74 were transferred. 3 estates were transferred and 39 new accounts were set up. Mapping completed 6 splits, 3 merges, 2 acreage adjustments and created 1 new map. 1 new E911 address was assigned and 1 new road was named. Ownership of 88 addresses was updated. Appraisers completed 428 field reviews and 145 building permit reviews. Electronic payments consisted of 21 by credit/debit, 33 by website, and 8 by phone. 62 citizens came in to pay at the counter. Enforced collection action consisted of 86 garnishments, 3 attachments, and 24 employee lists. 25 Deeds were certified. Staff worked 26 overpayments, 3 plat reviews, 1 data request, 14 bankruptcy payments/issues, 1 pre-permit, 40 car bill issues, 12 discoveries, 21 releases, and 2 refunds. 286 pieces of mail were received and processed. 1 exemption application was processed. We completed 1,546 listings and are currently working August Motor Vehicle renewals.



## Senior Center

The Senior Center is recognizing May as Older Americans Month, which began, nationally in 1963. The theme this year is "Safe Today-Healthy Tomorrow." The theme focuses on injury prevention and safety to encourage older adults to protect themselves and remain active and independent for as long as possible. Barbara Hill, the Program/Activity Coordinator, has many activities and events planned to celebrate Older Americans Month at the Senior Center. The new quilting class that has been planned for May is scheduled every Tuesday and Thursday in May from 9:00-11:00 am. The center will also have a special speaker, Kim Roberson, from PNC Bank of Forest City to present a program on "Fraud, Scams, Identity Theft, Phone Scams, Etc."

## Social Services

The Social Services Department's Income Maintenance Staff continue to work diligently as NC FAST implementation continues. The state is working to improve the process of getting NC FAST information into NC TRACKS in a more timely manner so that medical providers can verify Medicaid eligibility. The agency continues to work with consumers and providers to verify eligibility for those not yet in NC TRACKS.

On Monday, the Director attended a More At Four subcommittee meeting to complete the process of evaluating requests for More at Four slots for the 2014-15 school year. In the afternoon, he met with DSS Attorney, Brian Oglesby and County Attorney, Richard Williams to discuss agency legal issues; and later attended the County Commissioners' meeting to present the Annual Report of the Rutherford County CCPT/CFPT.

On Wednesday, the Director attended the Community Health Council Meeting at Rutherford Regional. Family and Children's Services supervisors held a meeting to discuss the Continuous Quality Improvement Team. The team is made up of line staff and supervisors. They will be evaluating data from various reports to monitor progress and develop strategies to improve service delivery. The state has been piloting a quality improvement strategy called REAP - Reaching for Excellence and Accountability in Practice. REAP is a quality-improvement approach to child welfare that is data-driven, results-oriented, and tailored to the specific strengths and needs of each community. Our agency team will lay the ground work and help us prepare for REAP when it rolls out statewide.

On Thursday, a hearing officer was in the agency to conduct Income Maintenance. IM Supervisor, Kelly Pearson; IM Administrator, Kandi Bridges; and Social Worker, Ann Padgett attended the quarterly Community Care of North Carolina (CCNS). Judy Billings with the NC SBI presented a session titled "*Prescribing Opioids, Doctor Shopping, and HIPPA*". Also on Thursday, the Director and Program Manager had a conference with Northwoods Consulting Partners concerning the proposed Case Management System for Children's Services Programs. On Friday, the Director and IM Administrator met with Debbie Clapper with CCNC concerning possible joint funding for a position at DSS to work with Carolina Access consumers.

## Soil and Water

The Soil and Water Department's staff attended the District Board meeting and worked on the Strategy Plan and end of year reports. The Admin/Education Specialist completed the District agenda and meeting folders for the District Board meeting and attended the Farm City Planning meeting. The Ag Cost Share Technician worked on contracting and picked up the Federal Linc pass in Asheville. The Technician also worked on a stream job with NRCS and inspected stream crossings.

### Solid Waste

The Solid Waste Landfill served 385 customers, hauled 64 loads from centers, shipped 34 loads to Lenoir and sent out 3 recycling trailers. The Director attended various meetings that consisted of the weekly meeting with the County Manager, Budget review with the Assistant Director of Finance, met with the Human Resources Director regarding personnel, met with the Public Information Clerk on signage and attended the Rutherfordton Town Council meeting to give a litter presentation with Steve Nanney. The landfill staff have been performing everyday job duties and handling the increase due to spring cleaning. They continue to perform work at convenience centers in fixing porches and stairs. Also, two containers are staged in place for the river clean up.

The solid waste code enforcement officer's report is as follows:

Active cases 12  
Closed cases 3  
Convenience centers cases 2  
Community Service workers 6  
Community Service reports 1

Please continue to promote recycling within your office. Thanks for going the extra mile as we have seen an increase in recycling which is awesome.

### Tourism Development Authority

The TDA met with customer service representatives from various areas of the County, met with Finance and EDC regarding partnership, worked with local press on a tourism story, continued budget work and decided on processes/products to utilize in 13-14.

### Transportation Services

The Transportation Services Department's **EMS** personnel responded to 119 emergency calls and 43 convalescent calls. Staff have been busy painting the inside of the EMS Station in Spindale. Also, the new EMS convalescent ambulance is operational and in service. This is a smaller sized ambulance. Staff also attended the monthly Community Health Council meeting.

**Transit:** Transit drove 9,583 miles, completed 1,006 local trips and 57 out of county trips, transported 246 unduplicated passengers and collected \$14,301 in revenue. Staff worked on updating reimbursement requests to NCDOT for administrative expenses. Administration continues to get tablets and mounts ready for the new install of MDT's this month in all Transit vehicles.

### Veterans Services

The Veterans Services Office had 35 mail-ins, 61 mail-outs, 124 telephone contacts, and 260 veteran contacts.

## Job Well Done

The HR Department hosted the annual blood drive on Wednesday, May 7<sup>th</sup>. Thank you to everyone who participated.

Our goal was 49. We had 52 present and 50 were able to give.

What a great turn out!! A big thank you to the American Red Cross for all their efforts and to County employees for answering the call. **Great job.**



**American  
Red Cross**



# Keep In Touch

It's easy to join our mailing list!

Just send your email address by text message.



Text **RCNC**

to 22828 to get started.

Message and data rates may apply.



## *County Commissioners*

**William Eckler, Chairman**

**Eddie Holland, Vice Chairman**

**Greg Lovelace**

**Julius Owens**

**Roger Richard**

**Carl Classen, County Manager**

**Hazel S. Haynes, Clerk to the Board**

**Richard Williams, County Attorney**



*Stay connected!*

[www.rutherfordcountync.gov](http://www.rutherfordcountync.gov)

